



**PRIVATE SCHOOL
KARATE AFTER SCHOOL CENTER**

14702 SW 56th ST

Miami, FL 33185

(305) 603 9718

(786) 553 3895

<https://www.karateafterschoolcenter.com/>

**PARENT/STUDENT
HANDBOOK**

EVERY FAMILY CAN MAKE THE DIFFERENCE

WELCOME!

Welcome to an exciting school year at KARATE AFTER SCHOOL CENTER. It will be an immense pleasure to work with all of you for the benefit of our students. This handbook is designed to provide you with information that will answer most of your questions. We hope this handbook will help you better understand our commitment to providing a quality learning experience that will enhance your child's cognitive and social development. We are honored that you have chosen KARATE AFTER SCHOOL CENTER for the care and education of your child.

Please read this book carefully and keep it handy for future reference. Should you have questions at any time, please feel free to contact us, and we will be more than happy to assist you. Our office number is (305) 603-9718. We are here to serve you and your child in any way possible.

We look forward to working with you and your children.

OUR MISSION

Karate After School Center promotes a commitment to excellence in education and life. It is our purpose to fully develop the spiritual, intellectual, physical, social, and emotional growth of the students with special regard given to the individuality of each child. Each student is valued as an individual with unique strengths and needs, and we are committed to providing them with a variety of instructional approaches to support their learning experiences. Student learning is the chief priority of our school.

OUR GOALS

To provide a safe and exciting atmosphere for learning where the individual child's educational, physical, and social development will be nurtured.

To provide opportunities for the student to become actively involved in the learning process by discovering his/her world through a variety of developmentally appropriate activities and elementary curriculum.

To involve parents in our program through active participation and observation. We strive to establish open communication between parents and staff concerning the learning development and needs of the students.

To provide an experienced staff, well-trained and knowledgeable regarding the student's learning development.

To maintain an indoor and outdoor environment that is safe and invites learning as well as discovery through a variety of quality educational materials and curriculum that stimulates the student's physical, emotional, social, and intellectual growth.

To include children of all abilities and celebrate individual differences.

In addition, our Karate Program will be replacing the standard Physical Education Classes since Karate Martial Arts is a complete body workout. It allows students to reach their full potential both physically and mentally. Our program improves the child's coordination, reflexes, and cardiovascular system. The discipline teaches them a great deal of respect, not only for themselves but for each other in the community, as well as improving their skills to focus, building up their confidence, and learning how to gain trust with one another.

LEADERSHIP DIRECTORY

- **Michael Luzbet, Principal**
Email: michael@karatedoelementaryschool.com
- **Johandra Guevara, Vice Principal**
Email: johandra@karatedoelementaryschool.com
- **Administrative School**
Email: academy@karatedoelementaryschool.com
- **Yanetsi Millian, Lead Teacher**
Email: millian@karatedoelementaryschool.com

INITIAL ENTRY REQUIREMENTS

Entrance requirements establish the admission and registration requirements for students entering school to include specific information regarding initial entry, proof of age, birth certificate, verification of residence, health, and immunization requirements, completed registration packet (including student data card) etc. Students enrolling from out of state, other districts in Florida, or that are foreign-born, must adhere to the same admission and entrance requirements for registration.

REGISTRATION REQUIREMENTS

Karate After School Center does not discriminate against race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, or marital/family status.

The following items should be delivered prior to the first day of class:

1. School registration application
2. Emergency Contact Card
3. Appropriate Fees must be paid on a timely manner (Registration fee, Material fees, etc...)
4. Form 680/681 obtained from your child's doctor. This form certifies that your child is in good physical health and has received the immunizations required by the State of Florida. The physical examination is valid for two years.
5. Child's Birth Certificate
6. School reports from other school if applicable
7. Medical reports related to child's medical/behavioral conditions if applicable
8. Please do not send your child to school wearing jewelry; it can easily be lost, and the school will not be responsible for it.

TUITION

Tuition and fees are paid weekly, always in advance. Late payments will be assessed a \$30.00 fee. A \$35.00 will be added to your account for any returned checks. After one week of delinquency, the child will be suspended from class until the account is paid. No credit will be allocated towards the suspension days.

WITHDRAWAL / TERMINATION OF ENROLLMENT

A two-week written notice is required if families withdraw from the program. Families of nongovernment-funded students are responsible for full tuition throughout those weeks.

The initial material fee will not be refunded if withdrawal occurs after the start of the program. If at any time during the calendar year Karate After School Center staff feels that our program is not appropriate or meeting an individual child's needs or there is non-compliance with previous school-family arrangements, staff will use the following procedures:

- The teaching staff and Director meet concerning the situation

- The teaching staff and Director meet with parents or guardians
- Other professionals are consulted if necessary
- If, after meetings and consultation, the decision is reached that our program is not appropriate for the child, the child will be asked to withdraw and/or terminated from enrollment
- At the family's request, staff assist in finding an appropriate alternative setting for the child

TRANSFER OF RECORDS

Whether transitioning to the next program setting or a new classroom, your child's records will be transferred internally.

If your child is transitioning to a new school, a written request from you with instructions on where the records should be sent is required.

CURRICULUM

Karate After School Center currently uses the Abeka Curriculum. With this comprehensive curriculum, teachers can respond to the individual needs and learning styles of all our students.

ASSESSMENTS

Karate After School Center uses a variety of assessments including but not limited to curriculum-based assessments. These assessments will be useful throughout the year to help maximize your child's learning experience through observation, documentation, and reporting.

INCLUSION

Karate After School Center supports each child's growth based on their individual development. Some children may enroll at our school with identified special needs. Our teachers can support children's individual learning plans (IEP) by embedding goals into daily classroom activities. If a parent or teacher notices any type of developmental concern, our teachers will work with parents to identify the best possible ways to support the student. Classroom goals and strategies can be developed, and resource information can be provided on how to obtain additional assessments and services. Should additional services be needed, our school will cooperate with parents and other professionals to ensure maximum opportunities for educational and developmental success.

ARRIVAL AND DISMISSAL PROCEDURES

The following procedures must be followed for everyone's safety:

- All children must be walked in and picked up directly to and from the front reception area inside the school.
- Unattended children are not allowed in the parking lot and/or outside of the school.
- We must also ask that you be considerate of other parents, drivers, and their children.
- Please do not leave your car unattended in front of the center.
- Only persons who have been properly added as authorized parties will be allowed to pick up the child from school.
- Students won't be allowed to leave school during class hours unless a written justification is provided to the school administration.
- Punctuality is a requirement for every student. Students are expected to arrive on time to avoid learning disruptions.

ATTENDANCE PROCEDURES

Students are required to attend school. It is important that students attend school every day. It is difficult to teach students and it is difficult for students to learn unless the student attends school regularly. If a student is sick, has a death in the family, must attend a religious ceremony or has another legitimate excuse that keeps the student from attending school, the student must do the following:

1. As soon as it is possible, contact the student's teacher or the administration office to provide information about the child's absence.
2. On the day following any absence, and at the beginning of the school day, bring and deliver to the student's teacher(s) a note signed by the student's parent, guardian, or doctor which explains the reasons for the student's absence. If the note is sufficient and establishes a legitimate excuse for the absence as defined herein, the absence will be "excused", and the student will be allowed to make up their schoolwork.
3. Immediately upon returning from an excused absence, the student must ask the student's teacher(s) for any missed assignments and makeup work. The student must then promptly complete and turn in any missed work or assignments, so they are not behind.
4. A student who was absent from school without reason will have their parents immediately contacted by the registrar. If a student misses 3 consecutive days, parents will be contacted by the registrar. Students who are unexcused absent five (5) days in a school year are required to have a parent conference with the Principal. After seven (7) days of unexcused absences in a school year, a warning letter will be sent to the parents regarding a student's absences. The school will drop or retain in grade to a student with more than ten (10) days unexcused absences.

STUDENTS' RIGHTS

Students at the School have and shall be accorded the following rights:

The right to an education.

The right to be free from unreasonable search and seizure of their person and property, to a reasonable degree of privacy, and to a safe and secure environment.

The right to freely express their spirituality and culture in a manner that does not infringe on the rights of others.

The right of freedom of speech and expression so long as the speech and expression does not unreasonably disrupt the educational process or endanger the health and safety of the student and others.

The right to freedom of the press, except where material in student publications is libelous, slanderous, obscene or harmful to other students, staff or the school's mission.

The right to freedom from discrimination.

STUDENTS' RESPONSIBILITIES

General student responsibilities are as follows:

To attend all classes each day except when ill or properly excused.

Allow others the freedom to learn without upsetting the classroom.

To not bring anything to school that is forbidden by law such as alcoholic beverages, drugs, weapons, or stolen property.

To fully comply with all the school's policies, procedures and rules.

To express their own religion and culture in a manner that is not prohibited by law or violative of other individual's rights.

To express opinions and ideas respectfully so as not to slander or offend others, and to understand that others should be allowed to express their ideas.

To not discriminate against others.

GENERAL RULES

1. Children are expected to walk, instead of running, while in the classrooms, playroom, or hallways.
2. Children are expected to arrive at school on time and be ready to learn by having any materials needed.
3. Objects left in the school rooms and on the school, grounds will be turned into the office.
4. No gum chewing will be permitted during school hours or on the school premises.
5. Students must promptly obey the directions of the teacher.
6. Students are not to bring any items (such as game cards, cards, dolls, magazines, videos, DVDs, games, books, or toys) from home.
7. Students are expected to arrive at their designated times to avoid learning disruptions.
8. If your child will be late, please call the office ahead of time and speak to the staff. Traffic congestion is not an acceptable reason for chronic tardiness.
9. No parent can walk into the classroom. This causes the class to be interrupted and the children to become distracted academically. We are committed to your child's success. Thus, your cooperation is appreciated.

DRESS CODE/ SCHOOL UNIFORMS

Uniforms are mandatory for students unless otherwise specified through a school event or other activity. Only closed-toed shoes allowed no sandals or crocs. No “wheelies” (sneakers with wheels) are allowed on school grounds.

ELECTRONIC DEVICES

Students are not allowed to bring cellular telephones, games, game boys, tape or CD players, laser pointers, Pods, etc., to school at any time, including before or after school extended supervision. The school is not liable for the loss of any such items if they are brought into the school.

WEAPONS / FIREARMS / FIREWORK / KNIVES / ETC.

Students are never to bring weapons of any kind, firearms, fireworks, knives, etc. onto the school property at any time. This prohibition includes pocketknives (even those which are part of a key chain), firecrackers, matches, lighters, smoke bombs, stink bombs, or any type of explosive device. Possession of any of these may result in a suspension or expulsion at the discretion of the administration.

The school reserves the right to inspect and conduct a search of a student’s book bag, backpack, and any other possessions or property on the school premises. Inspections and searches may be conducted on a routine or on a random basis. Further, the school has the right to seize and permanently retain property disclosed by an inspection or search which is considered potentially harmful, dangerous, illegal, or inappropriate, the possession of which is a violation of the school rules, community standards, and/or local and state law. We have a security officer at the front door and a security system in the center.

BULLYING/CYBERBULLYING

The school has adopted a policy Against Bullying and Harassment with Bullying defined by state law as systematically and chronically inflicting physical harm or psychological distress on one or more students. Complaints of bullying should be reported to the principal promptly.

Cyberbullying is a form of bullying that takes place virtually over digital devices such as computers, smartphones, and tablets. Cyberbullying most commonly takes place via social media, texting, instant messaging, and email. Say NO to cyberbullying! If you or someone you know is being bullied, report this information to the Bullying/Harassment Anonymous Helpline

at 305-995-CARE (2273) or the school principal. Resources: •

<https://studentservices.dadeschools.net/#!/fullWidth/3694>

- StopBullying.gov
- <https://www.missingkids.org/netsmartz/topics/cyberbullying>

CHILD GUIDANCE / DISCIPLINE

Positive, guiding communication is our primary method of helping children develop a sense of independence, confidence, and competence in their ability to get along with peers and adults. We extensively use the following conflict mediation strategies:

Approach calmly, stopping any hurtful actions

Acknowledge the children's feelings

Gather information from the children

Restate the problem(s)

Ask for ideas for solutions from the children involved and choose one together Provide support and Follow-up.

In the event that a student is having difficulty in the classroom, parents, teachers, and school administrators will work together to determine what is preventing the child from having an optimum experience. Then, together, we will try to come up with an individual action plan to meet the scholar's needs. Sometimes this will include asking the parents to have their child evaluated by a child development specialist or other professional.

If it is determined that a child's needs cannot be met even with reasonable efforts to provide additional support, the school will offer the parents assistance in transitioning the child to a better-suited environment. We reserve the right to ask the parents to withdraw their child from Karate After School Center if no such accommodations can be made. This is only recommended after a careful observation of the child and ongoing meetings with the parents and after all reasonable options have been attempted. One or more of the following conditions must be present for a parent to be asked to withdraw their child from the program:

1. The child's behavior is harmful or upsetting to himself or other children in the program.
2. Karate After School Center is unable to meet the individual needs of the student.
3. The child's behavior is disruptive to the point of preventing the other student from learning.

GRIEVANCE PROCEDURES

If a parent/guardian has a grievance, the following steps should be taken:

- Share your concern with the teacher. Please schedule a meeting with the teacher for this purpose.
- If the discussion does not resolve the issue, the parent should submit their complaint in writing to the Director. Depending on the area of complaint, the director may share this letter with related parties.
- A meeting with the Director, parent/guardian, and teaching team will be scheduled.

COMPLAINTS

At Karate After School Center griping is not tolerated. Griping is defined as voicing complaints or criticisms to third parties, especially uninvolved third parties. Constructive criticism is welcome, but it must be made only to those who have the authority to make changes. Those who have complaints about the school, its staff, or its policies should direct their complaints to the director or other administrator. The prohibition against griping applies to parents as well as students. Griping may result in a student being dismissed from school.

EMERGENCY PROCEDURES / ILLNESS

Should your child be injured or become ill at school, you will be notified immediately. Please, keep us current regarding your phone number both at home and at work. This information is vital should an emergency arise.

Incident reports are completed for all injuries occurring at school. When a student gets hurt at school, a note will be sent home. In the event of a serious injury, the parent or other emergency contact person will be called. In a medical emergency, we reserve the right to call 911. The safety of every child is always foremost in our minds. If a child shows that he is not being his/herself, the teacher will check his/her temperature and look for signs that may identify whether the child may be sick. Parents will be contacted immediately in the event a child displays a fever of 100° or more. If the fever is higher than 103° and the parents have not arrived at the school or cannot be reached, the office will call 911.

It is especially important for us to have the name and phone number of someone who can be responsible for your child if we cannot reach you. This person should be able to come to school and pick up your child if necessary. Please be sure that the person you list has this understanding.

IT IS THE PARENT'S RESPONSIBILITY TO KEEP WORK NUMBERS AND EMERGENCY

NAMES AND NUMBERS UP-TO-DATE AND MAKE ARRANGEMENTS FOR THEIR CHILD TO BE PICKED UP PROMPTLY WHEN NECESSARY.

ADDITIONAL GUIDELINES REGARDING ILLNESS

1. If you suspect that your child is not well, please keep him home out of consideration for his classmates.
2. If your child has had a fever, his temperature should be normal for 24 hours before returning to school. In cases where the scholar has been exposed or has been sick from COVID-19, a negative result is required to come back to school.
3. If your child has a cold, is coughing, and has a runny nose, please consider that he may be contagious to others and keep him/her home or make other arrangements for his care until he recovers and bring a doctor's note stating that he/she can safely return to school.
4. If your child has a rash, please keep him home and contact your doctor to find out the cause.
5. There are several illnesses that are common occurrences in school-age children, which are noted below. If your child has any of these illnesses, please keep him/her home, contact your child's doctor, and notify the school immediately with the date of infection or first exposure. The best way to stop the spread of contagious diseases is through isolation.
6. Head Lice - Please do not allow your child to bring combs and brushes to class, as this can be a primary way of spreading head lice. After treatment, each child, before being re-admitted to class, will be rechecked to determine that they are completely free of lice and/or nits. Schoolwide head checks are done as needed and the entire facility is professionally sprayed if a major outbreak occurs.
7. Pinworm - Symptoms that this condition may exist include restlessness, irritability, fretful sleeping, and rectal itching. The testing and treatment of this condition are amazingly simple. It is important to follow all instructions that are given with the medication to prevent reinfestation.
8. Pink Eye - Pink eye is a virus that is highly contagious. Signs and symptoms are red, watery, itching eyes. During treatment, you can expect your child to be home for approximately two days.
9. Chicken Pox - Noticeable symptoms include a rash of raised blisters containing watery fluid. You can expect your child to be home from seven to ten days.

10. COVID-19 – Is highly contagious. Signs and symptoms are fever, cough, shortness of breath, fatigue, muscle body ache, loss of taste and smell, congestion, runny nose, sore throat, diarrhea, nausea and vomiting, pressure in the chest, and inability to stay awake. You can expect your child to be quarantined until symptoms are gone, and a COVID-19 test is negative.

MEDICATION POLICY

Karate After School center will not administer medication to the students. A parent or family member should decide to personally come to school and provide the medication to the student in our care.

SCHOOL CLOSING

In case of a hurricane warning or other emergency conditions, Karate After School Center will follow the guidelines set forth by Dade County Public Schools. This information is announced on local radio and TV channels. Should a weather alert be issued, please, pick up you child as soon as possible.

In the event the school is closed tuition fees will not be discontinued; upon returning to school all payments due must be paid.

FIRE DRILL PROCEDURE

When the fire alarm sounds, students should quickly exit their classroom in a quiet and orderly manner, without running. Upon reaching the position of the place designated by the teacher, students should listen to the roll call. Fire drill routes are posted in each room.

LOST & FOUND

You can look for lost items and bring found items to the Lost-and-Found box located at the main office. Please note that we are not responsible for lost personal property. Lost and Found items will be stored for 30 days only. After the 30-day period Lost and Found items will be donated to the nearest church donation program.

MEALTIME

1. Our center provides the children with a balanced diet approved by the United States Department of Agriculture. Breakfast, lunch, and snacks are administered at designated times

to all the children in the center. We recommend that parents look at the school menu and determine if they want to pack extra snacks for their children.

2. Students are required to bring their own water bottle labeled.
3. It is recommended that parents provide lunch to children that are picky eaters or require a special diet. Unfortunately, the company does not have special diets specifically for vegans/vegetarians.
4. Peanut butter snacks are not allowed in camp. Some of our Students are highly allergic and the number one priority is the safety of all children. Peanut-Allergies/Peanut-Free School.

SCHOOL PICTURES/VIDEO RECORDING

I am aware, I give permission and consent for my child to be photographed and/or video recorded for the purpose of promotion, in the form of displays, postcards, or other promotional type and media. I also grant permission to Karate After School Center, its staff, and affiliates to utilize my child's name, appearance, performance, and/or voice in all manner and media throughout the world for promotion, reporting or publication. I understand that no royalty, fee, or other compensation shall become payable to me because of the release and use of any photograph. School pictures will be taken throughout the year. Our school makes this service available to you; however, you are under no obligation to purchase these pictures.

BIRTHDAYS

Birthdays may be celebrated after school hours. However, there are certain guidelines that must be followed. Before leaving the school, parents or guardians are responsible to clean and pick up any trash or mess caused by the party. The classroom must be returned to its original condition.

HOLIDAYS/RECESS DAYS

Holidays will be studied and celebrated in the months that they occur and may include a variety of cultural and religious awareness events. We may have several "parties" in connection with holidays. Such "parties" are of an educational nature for all the students of our school.

The school will be closed on the following holidays:

- ✓ Labor Day (September 4th, 2023)
- ✓ Veteran's Day (November 10th, 2023)

- ✓ Thanksgiving Day (November 23rd, 2023)
- ✓ Martin Luther King Jr. (January 15th, 2024)
- ✓ Presidents Day (February 19th, 2024)
- ✓ Memorial Day (May 27th, 2024)
- ✓ Independence Day (July 4th, 2024)

The school will be closed on the following recess days:

- ✓ Thanksgiving Recess (November 20th, 2023 to November 24th, 2023)
- ✓ Winter Recess (December 25th, 2023 to January 5th, 2024)
- ✓ Spring Recess (March 25th, 2024 to March 29th, 2024)

2023-2024 SCHOOL CALENDAR

ELEMENTARY AND SECONDARY

JULY 2023				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

AUGUST 2023				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

SEPTEMBER 2023				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25 ^a	26	27	28	29

OCTOBER 2023				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

NOVEMBER 2023				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

DECEMBER 2023				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22 ^a
25	26	27	28	29

JANUARY 2024				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19 ^a
22	23	24	25	26
29	30	31		







FEBRUARY 2024				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	






MARCH 2024				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22 ^a
25	26	27	28	29

APRIL 2024				
M	T	W	T	F
1	2	3	4	5
8	9	10 ^a	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

MAY 2024				
M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

JUNE 2024				
M	T	W	T	F
3	4	5	6	7
⁰ 10	⁰ 11	12	13	14
17	18	19	20	21
24	25	26	27	28

	
	
	New Teachers Report
	Teacher Planning Day
	Recess Day (10 month) District Wide Professional Development Day
	Legal Holiday (12 month)

	Recess Day
	Beg/End of Grading Period
	Legal Holiday
	Available to opt
	Teacher Planning Day available to opt

DAYS IN GRADING PERIOD	
1 - 49	
2 - 41	
3 - 50	
4 - 40	

For information on employee opt days, please refer to the back of calendar.

2023-2024 SCHOOL CALENDAR ELEMENTARY AND SECONDARY

August 14, 2023 Teacher planning day; not available to opt; no students in school

August 15	Teacher planning day; District-wide Professional Development Day - not available to opt; no students in school
August 16	Teacher planning day; not available to opt; no students in school
August 17	First Day of School; begin first semester
September 4	Labor Day; holiday for students and employees
September 25*+ #	Teacher planning day; no students in school
October 26	End first grading period; first semester
October 27	Teacher planning day; District-wide Professional Development Day - not available to opt; no students in school
October 30	Begin second grading period; first semester
November 10	Observance of Veterans' Day; holiday for students and employees
November 20-22	Recess Days
November 23	Thanksgiving; Board-approved holiday for students and employees
November 24	Recess Day
December 22*+ #	Teacher planning day; no students in school
December 25 – January 5	Winter recess for students and employees with the exception of Fraternal Order of Police and select 12-month employees
January 15	Observance of Dr. Martin Luther King, Jr.'s Birthday; holiday for students and employees
January 18	End first semester and second grading period
January 19*+ #	Teacher planning day; no students in school
January 22	Begin third grading period; second semester
February 19	All Presidents Day; holiday for students and employees
March 22*+ #	Teacher planning day; no students in school
March 25-29	Spring recess for students and employees with the exception of Fraternal Order of Police and select 12-month employees
April 9	End third grading period; second semester
April 10*+ #	Teacher planning day; no students in school
April 11	Begin fourth grading period; second semester
May 27	Observance of Memorial Day; holiday for students and employees
June 6	Last Day of School; end fourth grading period; second semester
June 7	Teacher planning day; not available to opt; no students in school

NOTE: Every Wednesday students in elementary schools (Grades 2-5) and K-8 Centers (Grades 2-8) are released one (1) hour early

Job Category	Beginning Date	Ending Date
Teachers new to the system	August 7, 2023	June 7, 2024
Assistant Principals and 10-month clerical	August 7, 2023	June 14, 2024
Cafeteria Managers	August 9, 2023	June 7, 2024
Satellite Assistants	August 13, 2023	June 6, 2024
All Instructional Staff, Paraprofessionals & Security	August 14, 2023	June 7, 2024
Assistant to Cafeteria Managers/MAT Specialists	August 15, 2023	June 6, 2024
Cafeteria Workers (part-time)	August 17, 2023	June 6, 2024

***Teachers/paraprofessionals and school support personnel** may opt to work one or two days, August 10, 11, 2023, or June 10, 11, 2024, in lieu of any one or two of the following days: September 25, 2023, December 22, 2023, January 19, 2024, and April 10, 2024. August 15, 2023, and October 27, 2023, are District-wide Professional Development Days and are not available to opt.

+Teachers new to Miami-Dade County Public Schools may opt to work one or two days, August 10, 11, 2023, in lieu of any one or two of the following days: September 25, 2023, December 22, 2023, January 19, 2024, and April 10, 2024. August 15, 2023, and October 27, 2023, are District-wide Professional Development Days and are not available to opt.

#Ten-month secretarial and clerical employees may opt to work one or two days, August 3, 4, 2023 or June 10, 11, 2024, in lieu of any one or two of the following days: September 25, 2023, December 22, 2023, January 19, 2024, and April 10, 2024. August 15, 2023, and October 27, 2023, are District-wide Professional Development Days and are not available to opt.

